



**LANGLEY
POLICY
DIRECTIVE**

**Directive: LAPD 5330.3
Effective Date: August 3, 2004
Expiration Date: January 13, 2005**

Responsible Office: Office of Safety, Security, Environment and Mission Assurance

SUBJECT: Langley Research Center (LaRC) Standards for the Acquisition or Use of Threaded Fasteners

1. SUMMARY

This directive sets forth policy, definitions and responsibilities for the acquisition or use of threaded fasteners to be used at Langley Research Center (LaRC).

2. POLICY

a. All threaded fasteners procured (via procurement, credit card, stock, excess, contractor, or other) for safety-critical applications (construction, modifications of facilities, flight and/or model hardware, and/or wind tunnels) at Langley Research Center shall be high-strength alloy steel threaded fasteners. All high-strength fasteners procured for use at LaRC may be subject to the provisions of Public Law 101-592 (as amended), Fastener Quality Act, and shall:

- (1) Include manufacturer's registered trademark, and any style names or other identification.
- (2) Include within the packaging the manufacturer's traceability documentation of item identification and lot integrity.
- (3) Be packaged in containers that are coded for identification of the lot to enable traceability of certification and test reports back to the heat of the steel.
- (4) Be packaged to ensure no co-mingling of lots.

3. EXCEPTIONS TO POLICY

a. Non-Safety-Critical Application Fasteners.

Wood screws, sheet metal screws, lag bolts, stove bolts, or screws made of brass or aluminum, which are not to be used in safety-critical applications.

b. Special Specification Fasteners.

Fasteners designed and fabricated in accordance with special specifications are not subject to this Policy, but do require receipt inspection services in accordance with Center policy. Special fastener specifications must be:

- (1) Described in the specification document (drawings, procurement specifications, Statement of Work, or other area of the solicitation).
- (2) Approved, in the specification document, in writing, by a standard practice engineer, model system engineer, facility safety head, or a line manager who is cognizant of the application. Any threaded fasteners used under this exception must be clearly marked as to their strength, grade, and manufacturer identification.

4. DEFINITIONS

- a. Fastener - a screw, nut, bolt, or stud having internal or external threads, or a load-indicating washer.
- b. High strength fastener - a screw, nut, bolt, or stud having internal or external threads which bears a grade identification marking required by a standard or specification, or performance capabilities that conform to a specific standard of a consensus standards organization or government agency (i.e., American Society of Testing Materials (ASTM), American National Standards Institute (ANSI), American Society of Mechanical Engineers (ASME), Military Standards (MS), National Aerospace Standards (NAS).
- c. Washer - a high-strength fastener if it is subject to a standard or specification applicable to a screw, nut, bolt, or stud described in paragraph b.
- d. Grade identification marking - any symbol appearing on a fastener purporting to indicate the fastener's base material, strength or properties.

5. RESPONSIBILITIES

Acquiring Organization

The organization acquiring the fasteners is responsible for ensuring that fasteners obtained (via procurement, credit card, stock, excess, contractor, or other) comply with this Policy. This includes organizations initially buying and using the fasteners, or any organization that gains possession of the fasteners at a later date. Each acquiring organization is responsible for maintaining the evidence that fasteners in their possession comply with this Policy. Evidence consists of affirmative test documentation.

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6. RECISION

LAPD 5330.3, dated June 30, 1992.

Jeremiah F. Creedon
Director